



Department of Energy
Washington, DC 20585
September 6, 2001

MEMORANDUM FOR DISTRIBUTION

FROM

Raymond P. Berube
Deputy Assistant Secretary
for Environment

A handwritten signature of Raymond P. Berube is located to the right of the "FROM" line.

SUBJECT

Update of Site Pollution Prevention Plans

DOE Order 5400.1, *General Environmental Protection Program*, requires that DOE sites prepare, and every three years update, a pollution prevention plan that lays out the site's plans for meeting the DOE-wide pollution prevention goals and performance objectives, including resources needed (Chapter III, Section 4.b.). The most recent update was due in May 2000. However, the update and submittal of the plans to Headquarters was put on hold pending the Field's response to the Deputy Secretary's request for information on the Secretary's pollution prevention and energy efficiency goals (see attached memorandum). The sites were requested to provide information on how they planned to meet the goals and what resources would be required.

The planning information provided to DOE Headquarters in response to this request was essentially the same information required for fulfillment of Chapter III, Section 4.b. of DOE Order 5400.1. Thus, for the period ending May 2000, the planning information submitted to Headquarters in response to the Deputy Secretary's request satisfies the DOE Order 5400.1 pollution prevention plan update requirement. The next plan update pursuant to DOE Order 5400.1 will be due to DOE Headquarters program offices in May 2004.

Please contact Jane Powers of my staff at 202-586-7301 or jane.powers@eh.doe.gov if you have further questions.

Attachment



The Deputy Secretary of Energy
Washington, DC 20585

November 30, 2000

MEMORANDUM FOR HEADS OF ALL DEPARTMENTAL ELEMENTS

FROM:

T. J. Glauthier

A handwritten signature in dark ink, appearing to be "TJG", is written over the printed name "T. J. Glauthier".

SUBJECT:

Commitment to implement the Secretary's Pollution
Prevention and Energy Efficiency Leadership Goals

On November 12, 1999, the Secretary of Energy issued challenging Pollution Prevention and Energy Efficiency (P2/E2) Leadership Goals to achieve his environmental mission at Department of Energy (DOE) sites. The Department has taken initial steps to help implement the Secretary's P2/E2 Leadership Goals. I have met with the Principal Secretarial Officers and the Chief Financial Officer on the funding of pollution prevention Return-on-Investment projects to enable DOE to meet these Goals. The Department has also drafted DOE Order 430.2X, "Departmental Energy and Utilities Management" which emphasizes accomplishments of these goals for energy efficiency and has obtained congressional funding in fiscal year 2001 to support our energy management activities.

However, these actions alone are not sufficient. Therefore, I am requesting that each DOE site, working with their DOE Field Office, provide a description of how they plan to implement the P2/E2 goals and what additional resources would be required for the next five years. The guidance for preparing the requested information is attached..

The DOE Field Offices shall submit these plans to their Lead Program Secretarial Officer (LPSO) 'in Headquarters with a copy to the Environmental Executive by December 15, 2000. Each Program Secretarial Officer is responsible for implementing these plans at their sites and achieving the Secretarial Pollution Prevention and Energy Efficiency Leadership Goals. I am asking DOE's Environmental Executive, Dan Reicher, Assistant Secretary, Energy Efficiency and Renewable Energy, to review the plans and report back to me by the end of the year on the Department's ability to meet the P2/E2 goals.

If you have questions regarding the attached material, please contact Mr. John Lum at (301) 903-1384 on P2 matters and Mr. Victor Perrolati at (202) 586-4549 on E2 matters, or your Headquarters program representative.

Attachment

Office of the Deputy Secretary

Pollution Prevention/Energy Efficiency Leadership Goals Guidance in Preparation of Commitment and Resource Requirement Report

The U.S. Department of Energy (DOE) recognizes its leadership role and responsibility to improve the quality of the environment for future generations. As the Department begins its journey into the next century, it must continue to significantly reduce waste generation and pollution, and improve energy efficiency in all activities.

The newly-released Pollution Prevention and Energy Efficiency (P2/E2) Goals for Fiscal Years 2005 and 2010 (Appendix A) are designed to achieve a significant reduction of waste generation and pollution while significantly reducing energy consumption and the associated reduction in greenhouse gas emissions from site operations.

The Operations/Field Offices, in collaboration with their Program Secretarial Officers (PSOs), shall develop information on: 1) site commitments to the Secretarial Goals for the next five years; 2) activities/programs needed to meet the commitments; and 3) resources required to implement the activities/programs.

The targets for fiscal year 2005 for each DOE Field Office are provided in Table A of Appendix B. The Department will meet the Secretarial deals if these DOE Field targets are met. The DOE Field Offices should work with their sites to develop site specific 2005 goals that are supportive of the DOE Field Offices targets. The sites should develop goals based on their best estimates of available opportunities that are cost effective to the Department based on a life-cycle cost basis. Sites with good opportunities should establish more aggressive goals. Many of the sites have separate pollution prevention and energy efficiency programs, even though they share common activities and objectives. The staff involved in these programs must work together to develop site specific P2/E2 goals. DOE Field Offices will assure goals are achieved by including goal requirements in annual performance plans or establishing performance agreements with each of their cognizant sites.

Each site is requested to provide a brief plan of activities/programs to meet their commitments and a performance schedule for these activities/programs. The description can be divided into two groups: those activities that are performed every year between now and 2005 and those that are shorter term and will be performed during a specific year. Base programs that are required as part of normal site operations (such as compliance and basic site maintenance activities) independent of meeting the Secretarial Goals should be excluded.